

COVER SHEET FOR AMENDMENT OF
POST-TRAVEL SUBMISSION

LEGISLATIVE COUNCIL OF SENATE

2017 JAN 23 PM 5:28

Instructions: Use this form as a cover sheet for any paperwork you may need to submit to the Office of Public Records in order to make your Privately Sponsored Post-Travel Submission complete in accordance with Rule 35. Only complete this form if you need to submit an amendment to a post-travel filing you have already submitted.

SUBMIT DIRECTLY TO THE OFFICE OF PUBLIC RECORDS IN 232 HART BUILDING

Name of Traveler: Jane Lucas

Employing Office/Committee: Thune

Travel Expenses Paid by (List all sources): N.I.S.A.

Travel Date(s): December 3-5, 2016

Description/Title of Attached Forms: Amended RE-2 Form ; PSTCF (final version);
itinerary (final version)

Purpose of Amendment (describe the reason for amending original submission): _____

Post-travel submission is incomplete.
RE-2 Form must be amended to correct
errors on the form. The PSTCF and
itinerary that were submitted to OPR are
not the final version of the documents.

x 1/23/17
(Date)

Jane Lucas
(Signature of Traveler)

Employee Post-Travel Disclosure of Travel Expenses

Date/Time Stamp:

SENATE

16 DEC 21 PM 4:07

Post-Travel Filing Instructions: Complete this form within 30 days of returning from travel. Submit all forms to the Office of Public Records in 232 Hart Building.

In compliance with Rule 35.2(a) and (c), I make the following disclosures with respect to travel expenses that have been or will be reimbursed/paid for me. I also certify that I have attached:

- ☐ The original *Employee Pre-Travel Authorization* (Form RE-1), AND
- ☐ A copy of the *Private Sponsor Travel Certification Form* with all attachments (itinerary, invitee list, etc.)

National Indian Impacted Schools Association

Private Sponsor(s) (list all):

12/3-12/5/2016

Travel date(s):

Name of accompanying family member (if any):

Relationship to Traveler: ☐ Spouse ☐ Child

IF THE COST OF LODGING DID NOT INCREASE DUE TO THE ACCOMPANYING SPOUSE OR DEPENDENT CHILD, ONLY INCLUDE LODGING COSTS IN EMPLOYEE EXPENSES. (Attach additional pages if necessary.)

Expenses for Employee:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate	448.81	\$217.28	\$178.10	
<input checked="" type="checkbox"/> Actual Amount				

Expenses for Accompanying Spouse or Dependent Child (if applicable):

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate				
<input type="checkbox"/> Actual Amount				

Provide a description of all meetings and events attended. See Senate Rule 35.2(c)(6). (Attach additional pages if necessary.): I participated in the FISEF workshops on Sat, Dec 3 and Sun, Dec 4. On Monday, Dec 5

spoke to the conference attendees and provided a powerpoint presentation about the upcoming Congress.

12/20/16
(Date)

Jane Lucas
(Printed name of traveler)

Jane Lucas
(Signature of traveler)

TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER:

I have made a determination that the expenses set out above in connections with travel described in the *Employee Pre-Travel Authorization* form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

12/21/16
(Date)

John T. Lucas
(Signature of Supervising Senator/Officer)

Final

PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should NOT submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.

The Senate Member, officer, or employee MUST also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

1. Sponsor(s) of the trip (please list all sponsors): National Indian Impacted Schools Association
2. Description of the trip: Invitation to speak at the National Indian Impacted Schools Association Annual Conference
3. Dates of travel: December 3-5, 2016
4. Place of travel: Washington, DC to Las Vegas, NV
5. Name and title of Senate invitees: Jane Lucas, Legislative Director for Senator John Thune
6. I certify that the trip fits one of the following categories:
 - ☒ (A) The sponsor(s) are not registered lobbyists or agents of a foreign principal and do not retain or employ registered lobbyists or agents of a foreign principal and no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.
 - OR -
 - ☐ (B) The sponsor or sponsors are not registered lobbyists or agents of a foreign principal, but retain or employ one or more registered lobbyists or agents of a foreign principal and the trip meets the requirements of Senate Rule 35.2(a)(2)(A)(i) or (ii) (*see question 9*).
7. ☒ I certify that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.
 - AND -
 - ☒ I certify that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.
8. I certify that:
 - ☒ The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for *de minimis* lobbyist involvement.
 - AND -
 - ☒ The traveler will not be accompanied on the trip by a registered lobbyist or agent of a foreign principal except as provided for by Committee regulations relating to lobbyist accompaniment (*see question 9*).

9. **USE ONLY IF YOU CHECKED QUESTION 6(B)**

I *certify* that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:

☐ (A) The trip is for attendance or participation in a one-day event (exclusive of travel time and one overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip.

– OR –

☐ (B) The trip is for attendance or participation in a one-day event (exclusive of travel time and two overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip (see questions 6 and 10).

– OR –

☐ (C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

10. **USE ONLY IF YOU CHECKED QUESTION 9(B)**

If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:

11. ☒ An itinerary for the trip is attached to this form. I *certify* that the attached itinerary is a detailed (hour-by-hour), complete, and final itinerary for the trip.

12. Briefly describe the role of each sponsor in organizing and conducting the trip:

NIISA, the sponsoring organization, extended an invitation to Ms. Jane Lucas to speak to our annual conference, and is responsible for organizing and coordinating the trip.

13. Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:

The Mission of NIISA is to promote full funding for school districts that have Indian treaty and federal trust lands and receive federal Impact Aid payments from the U.S. Department of Education. South Dakota has many districts that receive such payments. As the staff that handles the issue, Jane will provide an update

14. Briefly describe each sponsor's prior history of sponsoring congressional trips:

To the best of my knowledge, this is the first invitation to sponsor the travel of a Congressional staffer to attend the NIISA Annual Conference

15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):

NIISA advocates for full funding of Impact Aid, Title VII of the Elementary and Secondary Schools Act.

NIISA does so through membership conferences and forums.

16. Total Expenses for Each Participant:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
<input checked="" type="checkbox"/> Good Faith estimate <input type="checkbox"/> Actual Amounts	Flight between \$350-450 Ground transportation to/from airport approx. \$100	\$97 +tax/night for two nights	Federal per diem rate in Las Vegas is \$64/day for three days	

17. State whether a) the trip involves an event that is arranged or organized *without regard* to congressional participation or b) the trip involves an event that is arranged or organized *specifically with regard* to congressional participation:

The meeting is an annual event of NIISA membership as required by adopted Bylaws and Articles of

Incorporation. The NIISA Annual Conference is held without regard to Congressional participation

18. Reason for selecting the location of the event or trip

Las Vegas, NV is a central location for NIISA membership and there is competitive airfare and lodging.

19. Name and location of hotel or other lodging facility:

Harrah's Hotel and Casino, Las Vegas, NV

20. Reason(s) for selecting hotel or other lodging facility:

Harrah's Hotel and Casino entered into a multiple year contract and has the capacity to accommodate

NIISA member attendees.

21. Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:

Per diem rates will meet or be below all requirements.

22. Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:

Economy airfare to Las Vegas, NV

23. ☒ I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).

24. List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:

N/A

25. I hereby *certify* that the information contained herein is true, complete and correct. (You must include the completed signature block below for each travel sponsor.):

Signature of Travel Sponsor:



Name and Title: Brent D. Gish, Executive Director, National Indian Impacted Schools Association

Name of Organization: National Indian Impacted Schools Association

Address: 27246 County Road 4 P.O. Box 30, Naytahwaush, MN 56566

Telephone Number: (218) 935 5848

Fax Number: (218) 935 2740

E-mail Address:

Final

NATIONAL INDIAN IMPACTED SCHOOLS ASSOCIATION

2016 NIISA ANNUAL CONFERENCE
Harrah's Hotel and Casino, Las Vegas
FISEF Training—December 3rd and 4th
33rd Annual Conference--December 5th and 6th

Agenda

Saturday, December 3rd

11:00-4:00

FISEF Workshop

Elko/Ely Room

The Federally Impacted Schools Education Foundation sponsors workshops to promote innovation and best practices in academics, curriculum and social welfare.

Speakers: John Forkenbrock, Guest speaker-Sen. Thune's staffer Jane Lucas
The workshop will cover the basics of Impact Aid and application submission

1:00-4:00

NIISA Conference registration Foyer A, Conf. level

Sunday, December 4th

8:00-4:00

FISEF Workshop

Elko/Ely Room

Speaker: John Forkenbrock, Guest speaker-Sen Thune's staffer Jane Lucas-The workshop will cover individual school district Impact Aid payment estimates

1:00-4:30

NIISA Conference registration

Foyer A-Conf. level

4:30-7:00

NIISA Board of Directors meeting

Silver Room

Attendees: NIISA Board members, Sen. Thune's staff member Jane Lucas. Ms. Lucas will provide an update on the status of Impact Aid in Congress

Monday, December 5th

7:30-4:00

NIISA Conference registration

Foyer A, Conf. level

7:30-8:30

Breakfast

Tahoe/Reno Room

8:30

Welcome to the Conference

Pres. Dan Hudson

- Invocation
- Pledge of Allegiance

Veterans

8:40

Conference overview

Brent Gish

- Review of agenda

8:45

"Indian Education for All: Developing a Culturally Relevant Approach for Teaching About American Indians" Mike Jetty,

Montana Office of Public Instruction, Helena, MT This presentation will feature exemplary Indian Education efforts in Montana. Montana has a constitutional and legal obligation to educate all Montanans about American Indians at all grade levels and across multiple content areas. "Indian Education for All" illustrates best practices in multicultural education. It addresses historical and contemporary oppressions of Indigenous peoples by transforming educational policy, curriculum, and pedagogy. Its implications reach beyond Montana's borders with a hopeful example, inspiring educators across the U.S. and around the world to become more culturally inclusive in their classrooms and communities.

"Impact Aid 101" Barry Beauchamp, NAFIS Board of Directors Past President and former Superintendent, Lawton, OK Barry Beauchamp will share his vast knowledge of the Impact Aid rules and regulations as well as poignant anecdotal and historical information on the program.

Break

“Impact Aid” Jane Lucas, Legislative Director for Senator John Thune, The presentation will provide insight on the current status of the Impact Aid Program.

“Impact Aid Payment Update” Alfred Lott, Director of the Impact Aid Program, U.S. Department of Education , Washington, DC Impact Aid Program Director Alfred Lott will provide payment updates and other pertinent information for impacted districts.

Ms. Jane Thune departs

Lunch on your own

“Promising Practices in Increasing Graduation Rates for Public School Serving Native Students”, Superintendent Henry Strom, Mt. Adams District, WA and John Cerna, Superintendent Toppenish School District, WA This presentation will feature innovative practices implemented by Toppenish School District and Mt. Adams School District; these districts serve students from the Yakima Reservation. Presenters will discuss implementation of research based instructional practices, standards based curriculum and credit recovery programs with cultural relevance.

“What’s New at NAFIS?” Hilary Goldmann, NAFIS Executive Director NAFIS’ new Executive Director Hilary Goldmann will introduce herself to the NIISA membership. She will provide an update about NAFIS’ work, our collaboration with NIISA and the latest information from Washington, DC.

**Stepping Stones Grants—Chamberlain School District,
Chamberlain, South Dakota**

Break

Stepping Stones Grants—Browning School District, Browning, Montana

Evening on your own.

Beverage service

NIISA Conf. Registration

Foyer A, Conf. level

12-10-80

Thank you for attending the 33rd Annual NIISA Conference! Please take a few moments to complete the short conference evaluation. Happy holidays!

JOHN ISAKSON, GEORGIA, CHAIRMAN
ANNE KIRK, CALIFORNIA, VICE CHAIRMAN

AT ROBERT ARKANSAS CHRISTOPHER A. COONS, DELAWARE
NILES E. JOHNSON, IDAHO BRIAN SCHATZ, HAWAII

FERDIA MATEI, CHIEF COUNSEL AND STAFF
ETHEL GILBERT, DEPUTY STAFF DIRECTOR

HART SENATE OFFICE BUILDING, ROOM 220
SECOND AND CONSTITUTION AVENUE, NE
WASHINGTON, DC 20540

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TDD (202) 512-1116

United States Senate

SELECT COMMITTEE ON ETHICS

October 17, 2016

Jane Lucas
Office of Senator John Thune
United States Senate
Washington, DC 20510

Dear Ms. Lucas:

This responds to your recent correspondence concerning an invitation you received to travel to the 2016 NIISA Annual Conference, in Las Vegas, Nevada on December 3-5, 2016, sponsored by the National Indian Impacted Schools Association (NIISA).¹ NIISA certified to the Select Committee on Ethics (the Committee) that it will pay the *necessary expenses*² related to the travel and that it is neither a lobbyist, nor lobbying firm, nor an agent of a foreign principal, and it is not otherwise acting as a representative or agent of a foreign government. NIISA has also certified that it does not retain or employ a registered lobbyist or agent of a foreign principal, and that no registered lobbyist will accompany you at *any point throughout your trip*.³

Based on information and materials available to the Committee, and consistent with the guidance contained in this letter regarding extending your trip for a personal purpose, and assuming the actual travel and travel-related expenses conform to the information and materials you provided, it appears that the proposed payment or reimbursement of necessary expenses for this trip may be accepted under relevant Senate Rules and the Committee's *Regulations and Guidelines for Privately-Sponsored Travel*, so long as at the time of the payment or reimbursement, NIISA is neither a registered lobbyist nor lobbying firm under the Lobbying Disclosure Act of 1995, nor an agent of a foreign principal under the Foreign Agents Registration Act (and is not otherwise acting as a representative or agent of a foreign government), and provided the travel and all required documents are disclosed to the Secretary of the Senate in accordance with the provisions of Senate Rules 34 and 35.

¹ Based on the information you submitted, the Committee understands that, for a personal purpose, you intend to extend your trip in Las Vegas by less than 1 day before the beginning of the officially related events. You are personally responsible for any additional expenses incurred as a result of extending your trip.

² The term "necessary expenses" has a specific definition. See *Select Committee on Ethics' Regulations and Guidelines for Privately-Sponsored Travel – Glossary of Terms* at 8.

³ The term "any point throughout your trip" has a specific definition. See *id.* at 2.

Under Senate Rule 35, Senate staff must receive advance authorization signed by the Member or officer under whose direct supervision the individual works in order to accept payment or reimbursement for necessary expenses related to fact-finding travel. Further, such authorization and expenses must be disclosed to the Secretary of the Senate by filing the completed *Employee Pre-Travel Authorization* and the *Employee Post-Travel Disclosure of Travel Expenses* (Form RE-1 and Form RE-2), along with a copy of the *Private Sponsor Travel Certification Form*, and all relevant attachments (e.g., the private sponsor's invitation and itinerary) within 30 days of the conclusion of **Privately-Sponsored Travel**.⁴

Finally, Senate Rule 34 requires a reporting individual,⁵ on his or her Financial Disclosure Report, to make an annual disclosure of the receipt of payments or reimbursements under Senate Rule 35 from a private sponsor for officially-related travel expenses where, in the aggregate, travel expenses exceed \$375 from that sponsor during a calendar year. However, if a Member, officer, or employee properly reports the receipt of necessary expenses for such travel to the Secretary of the Senate within 30 days of the travel, as discussed above, the travel expenses need not be disclosed a second time on their annual Financial Disclosure Report.

I hope you find this information helpful. If you have any additional questions, please do not hesitate to contact the Committee.

Sincerely,



Deborah Sue Mayer
Chief Counsel and Staff Director

Enclosures: Travel Checklist

⁴ Trip extensions for any purpose do not extend this deadline.

⁵ A reporting individual is someone whose salary equals or exceeds 120% of the basic rate of pay for GS-15 (\$123,175 for CY 2016) or is a political fund designee and is required to file an annual Financial Disclosure Report.